

## **SPRING CITY BOROUGH COUNCIL MEETING**

**OCTOBER 7<sup>TH</sup>, 2013 - 7:30 P.M.**

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

### **ATTENDANCE:**

The following members were present: Councilmen Burns, DiGuseppe, Hays, Petak, Shaner, Sweeney, Mayor Weiss, Solicitor Romain, and Manager Rittenhouse.

### **APPROVAL OF THE MINUTES:**

Mr. Burns motioned to approve the minutes of the September 3<sup>rd</sup>, 2013 council meeting. Mr. Shaner seconded. Motion carried.

### **MAYOR:**

Mayor Weiss noted he attended the following events during September; a ribbon cutting ceremony at the new Phoenixville Borough Hall, the "Our Path" monthly meeting at the Kimberton Golf Club, and the "Friends and Family" event at the Bard Center.

### **COMMITTEE REPORTS:**

**STREETS AND UTILITIES:** Mr. Rittenhouse gave the following Streets Department Report for the month of September, 2013. **TRASH DISPOSAL** - 82.4 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Charles Blosenski Disposal Company from August 26, 2013 through September 16, 2013. Twenty (20) bulk trash pick-ups were made during the month. **RECYCLING** - Fourteen (14) dump truck loads of yard waste were collected at curbside and stored at the Borough's Compost Site. **MAINTENANCE** - Emptied the trash receptacles weekly at all of the recreation areas. Winterized the building at the pool complex. Reinstalled the backboards and rims at the Brown Street Park Complex. Cleaned the garage bays. Turned the leaf windrows at the Gay Street Compost Site. **STREET WORK:** Routinely cleaned various storm water inlets as needed. Performed street patching maintenance on South Main, Poplar, Penn and Chestnut Streets, and Ridge Avenue. **MISCELLANEOUS:** The 2008 Chevy Pick-up Truck was inspected during the month (\$567.54).

Mr. Rittenhouse added that the Leaf-Vac Collection Program will begin on Tuesday, October 8<sup>th</sup> and run through Friday, December 6<sup>th</sup>.

### **SANITATION AND SURFACE WATER:**

Mr. Shaner reported the sewer committee met on September 12, 2013 at which time Borough Manager Rittenhouse explained the financing options through Pennvest and USDA for the sewer plant upgrades. After reviewing and discussing the financing options the committee agreed to support the decision to move forward with a loan application for the USDA funding assistance program.

Mr. Shaner read the sewer plant report for September, 2013. The average daily flow for the month of September was 319,000 gallons per day. The maximum flow occurred on September 5<sup>th</sup>, 2013 and was recorded at 380,000 gallons. Sludge is routinely being applied to the reed beds. Follow-up letters were

mailed to the property owners that have restaurants on their parcels and who did not respond to our grease trap maintenance record request. To date no responses have been received back. Steve Fegan attended a required, continuing education seminar during the month. The Borough's

semi-annual I&I Abatement Program Report was mailed to PA DEP on September 27, 2013. This semi-annual report is submitted as a condition set forth in our NPDES Permit PA00228614.

#### **POLICE:**

Mr. Sweeney reported the police committee met on September 19, 2013 at which time Chief Kuklinski discussed recent police activity in the Borough and informed the committee that he had a meeting with management from Chaplin's to work out concerns that were raised at the September Council Meeting. Also, the committee discussed police coverage at the upcoming Halloween Parade, and Music/Fest Event and traffic related issues involving the Pennhurst Halloween attraction.

Mr. Sweeney read the police report for September, 2013 as follows: Complaints 175, theft 8, burglary 3, criminal mischief 4, traffic citations issued 38, criminal arrests 15, juvenile arrests 2, accidents 2, parking tickets issued 5. **Assisted other departments as follows:** East Vincent 1 time (suspicious person); Royersford 2 times (alarm and accident); East Pikeland 2 times (alarm, vehicle stop); Limerick 1 time (search field); East Coventry 3 times (2 domestics, suicide attempt); Lower Pottsgrove 1 time (check residence). **Other departments assisting Spring City were as follows:** East Vincent 1 time (shots fired); East Pikeland 1 time (shots fired); West Vincent 1 time (shots fired); East Coventry 1 time (dog bite). **Mileage traveled during the month of September:** Car 14-1 (2009 Dodge) 709 miles; Car 14-2 (2011 Dodge) 1,531 miles which made a total of 2,240 miles. **Gas used during the month of September:** Car 14-1 (2009 Dodge) 84.7 gallons, Car 14-2 (2011 Dodge) 171.4 gallons which made a total of 256.1 gallons of gas used during the month.

#### **FINANCE & ORDINANCE:**

Mr. DiGuiseppe reported the Finance & Ordinance Committee met on September 25, 2013 and discussed the trash bids and the use of the Spring City Fire Police as free lance workers for the Pennhurst attraction as related to worker's compensation coverage.

#### **ZONING, HOUSING & PROPERTY:**

Mr. Rittenhouse reported there were eleven (11) building permits issued during the month of September 2013. Michael Altemus, 357 Bridge Street, roof; Ryan Loughlin, 502 Broad Street, replacement windows; Tom Hornberger, 517 Heckle Avenue, roof; Cathy Calhoun - PECO, Bridge Street, sign; Larry Griffiths, 207 Walnut Street, roof; Timothy Mayer, 230 Broad Street, roof; David Lynn, 327 S. Church Street, fire restoration; James Weikel, 401 Washington Street, roof, Ed Bliss, Jr. 261 S. Main Street, renovations, Jan Hildebrandt, 411 New Street, roof; Keith Roussey, 165 Chestnut Street, roof. The estimated cost of construction for the month of September, 2013 was \$81,600. Permit fees collected for the month of September, 2013 was \$652.00.

#### **EMERGENCY SERVICES & PUBLIC SAFETY:**

Mr. Rittenhouse reported representatives from the Chester County Department of Emergency Services tested the emergency system communication equipment on Saturday, September 14, 2013 in preparation for the upcoming Limerick Drill on November 19, 2013. Also he reminded council that the Borough's Emergency Operations Plan needs to be reviewed and updated with the most current information by the Mayor and Emergency Management Coordinator, Todd Bliss.

#### **LIBRARY:**

Mr. Hays informed council that the Spring City Library Board of Trustees signed a letter of intent with Delran Builders indicating that they fully intend to enter into a contract with them when the bank financing is secure. The board has received preliminary approval from National Penn Bank for both the letter of credit for the escrow with Spring City Borough and a bridge loan to cover expenses for the project in case RACP funding doesn't come in quickly enough. As of tonight's meeting the Board is waiting on Vanguard to complete their processing at the Board's request to assign the loan to National Penn Bank. Once the letter of credit is secured and the two agreements are signed, an official contract will be executed with Delran and the land development plans will be recorded with the county.

Also, the Board of Trustees welcomed new member, Debbie Capeci.

He noted that the Spring City Library set up a table at the Royersford Community Day and the Spring City Music Festival.

The next Library Board public meeting will be held on Tuesday, October 15, 2013, 7:00 p.m. at the temporary library at River Edge, off of East Bridge Street.

**FINANCIAL REPORTS:** (Enclosed)

**APPROVAL OF REPORTS:**

Mr. Burns motioned the committee reports be approved as presented. Mr. Shaner seconded. Motion carried.

**PUBLIC COMMENT:**

Noah Cittadino, 223 Chestnut Street, asked if council knew what was making his tap water murky. Mr. Cittadino was advised to contact Pennsylvania American Water Company if he had any questions about this matter. It was noted that the cloudy water is also occurring in other areas throughout the Borough.

**UNFINISHED BUSINESS:**

**1. Amendment to Ordinance No. 136, Section 4, Fine Amount for Violations.**

Mr. Shaner motioned to advertise an ordinance to amend Ordinance No. 136, Section 4, setting the fine amount at \$250.00. Mr. Petak seconded. Motion carried.

**2. Bid Tabulation - Curbside Collection of Refuse.**

The public bid opening for the curbside collection of refuse in the Borough of Spring City was held on Tuesday, September 24, 2013 at 2:00 p.m. Three bids were received as per the enclosed bid tabulation sheet.

Mr. Burns motioned to award a three-year contract for the collection of refuse in the Borough of Spring City for the years 2014, 2015, and 2016 to Ream's Disposal for the total annual cost of \$33,878.20 in 2014, 2015, and 2016. Mr. Shaner seconded. Motion carried.

**3. Resolution Authorizing the Use of Donations for Approved Purchases.**

Mr. Burns motioned to adopt Resolution No. 2013-12 which states the policy concerning the use of donations made to the Borough of Spring City. Mr. Hays seconded. Motion carried.

**NEW BUSINESS:**

**1. Pension Resolutions – 2014 MMO's to the Pension Plans.**

Mr. Shaner motioned to adopt Resolution #2013-10 which states no employee contributions are necessary to the Non-Uniform Pension Fund based on the submittal of the actuarial study of the 2014 non-uniform employee pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2014, if paid by December 31, 2014 is \$53,828.00 as shown on

the

2014 report for the plan. Mr. Burns seconded. Motion carried.

Mr. Shaner motioned to adopt Resolution #2013-11 which states no employee contributions are necessary to the Police Pension Fund based on the submittal of the actuarial study of the 2014 police

pension plan financial requirement and municipal obligation report and that the minimum municipal

obligation for 2014 if paid by December 31, 2014 is \$33,044.00 as shown on the 2014 report for the plan. Mr. Hays seconded. Motion carried.

## **2. 2013 Receipt and Distribution of the Foreign Fire Insurance Tax.**

The 2013 Commonwealth Fireman's Relief Funds check in the amount of \$21,036.62 was received by the Borough on September 23, 2013.

Mr. Shaner motioned to distribute the 2013 Fireman's Relief Funds in the amount of \$21,036.62 to the Liberty Fire Company. Mr. Petak seconded. Motion carried.

## **3. Motion to Approve Filing an Application for USDA Rural Development Assistance for Wastewater Treatment Plant Upgrades.**

During September Mr. Rittenhouse discussed the benefits and requirements of submitting a loan application to the United States Department of Agriculture for funding assistance to implement our Co Mag upgrades at the Wastewater Treatment Plant.

There are twenty five (25) items that USDA requires in the application submittal. There are items required from the solicitor, engineers, and the Borough. Mr. Rittenhouse forwarded most of the Borough required items to USDA on Monday, October 7, 2013.

One requirement that is needed is a copy of the meeting minutes where the Borough decided to move forward with the application for USDA Rural Development Assistance. This should be covered

in Mr. Shaner's meeting minutes where it was noted the sewer committee and Mr. DiGuiseppe endorsed the submittal of an application.

Mr. Rittenhouse said he would also like council to make a formal motion to submit an application to USDA for funding assistance.

Mr. Burns motioned that Spring City Borough prepare and submit a full application to USDA under the

Water and Environmental Programs for funding assistance with the Co-Mag upgrades at the Wastewater Treatment Plant. Mr. Shaner seconded. Motion carried.

## **4. Update on the Development of the Borough's Stormwater Ordinance.**

Solicitor Romain addressed council regarding the implementation of the county-wide storm water management plan which requires each municipality to adopt and implement an ordinance to regulate development within the Borough in a manner consistent with the county's plan and the provisions of the Stormwater Management Act.

Currently, he and the Borough Engineer are reviewing a sample model stormwater management ordinance for adoption by the Borough.

Mr. Romain informed council that we must adopt a storm water management ordinance by January 2, 2014.

When a proposed ordinance is finalized, copies will be given to the Finance & Ordinance

Committee

and members of council for their review prior to advertising and adoption.

#### **5. Resolution Acknowledging Patricia Morrison .**

Mr. Burns motioned to adopt Resolution No. 2013-13 which acknowledges the contribution and accomplishments of former secretary, Patricia Morrison in her capacity as secretary of the Chester County Association of Township Officials. Mr. Shaner seconded. Motion carried.

#### **COUNCIL COMMENTS:**

Mr. Sweeney said on behalf of Borough Council he would like to thank Lynn Allen of Lynn's Beauty Shop, Tom Henderson of George's Music, L&W Group Printing, Chaplin's Music Café, firefighters, and fire police of the Liberty Fire Company, Dennis Rittenhouse, the Borough's road crew, and police department, members of the revitalization committee, and the large number of musicians who donated their services to the 7<sup>th</sup> Annual Spring City Music and Market Festival held on October 5, 2013.

Mr. DiGuiseppe added a thanks to Mr. Sweeney for his contributions in making the event a success.

Mr. Hays updated council on the official legislative redistricting. He noted that our state senator is now John Rafferty, Jr. in the 44<sup>th</sup> District and the state representative is officially Becky Corbin for the 155<sup>th</sup> District.

Mr. DiGuiseppe informed council that he would like to have as a topic on next month's agenda for discussion the possibility of installing security cameras on Main Street.

Mr. Burns asked about the Finance & Ordinance Committee discussion regarding the fire police at the Pennhurst event. Mr. DiGuiseppe explained that the fire police would be considered independent contractors while working at the Pennhurst event and would not be covered under the Borough's Workers' Compensation coverage.

Mr. Burns then noted a police presence for some period of time on Church Street and asked if there was any activity there. Mr. DiGuiseppe said he only knows of some littering activity there.

Mr. Burns said he would highly recommend that Chief Kuklinski touch base with Steve Broska of the Spring City Lions Club to make sure everything is in sync for directing traffic at the Halloween Parade.

He gave Certificate of Liability Insurance papers for the Lions Club, Spring City Police, and Spring City Fire Police for coverage at the Halloween Parade to Mr. Rittenhouse.

Mr. Burns said the Halloween Parade is scheduled for Tuesday, October 29, 2013 at 7:00 p.m. Participants will assemble at 6:30 p.m. at Main Street and Pikeland Avenue. The rain date is October 30, 2013. Numbers are available at George's Music and Mowrey Latshaw's Hardware Store. He added that vendors who get a license to sell food at the parade will be required to have a county health department license to do so.

Mr. Weiss announced that Spring-Ford's Homecoming is scheduled for Saturday, October 12, 2013; the parade will begin at 12:00 p.m.

#### **READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) PECO \$987.68; H.A. Berkheimer, Inc. \$256.00; Rothwell Document Solutions \$130.00; Baer, Romain, LLP \$188.00; AT&T \$114.95; Staples \$350.27; Verizon \$99.16; Provident \$100.58; PAW \$19.91; L&W Group \$92.00. **TOTAL:** \$2,338.55. (STREETS) Mowrey-Latshaw \$151.12; PECO \$66.58; Treasurer of Chester County \$384.98; Berks & Beyond \$585.00; Oehlert Bros. Inc. \$796.01; Flexible Benefits Plans \$4,467.76; Tague Lumber \$16.59; Wensel's Service Centers \$62.71; Chester County Solid Waste Authority \$4,860.43; Charles Blosenski Disposal Co., Inc. \$7,624.00; Baer, Romain, LLP \$2,372.00; A.J. Blosenski, Inc. \$2,929.40; CDI Lawn Equipment \$70.20; H.A. Weigand, Inc. \$567.00; AirGas \$27.80; Provident \$54.02; The Mercury \$278.26; CarQuest \$76.32; Lawn & Golf Supply Company, Inc. \$684.50. **TOTAL:** \$26,074.68. (POLICE) Borough of Pottstown \$200.00; Oehlert Bros., Inc. \$1,844.83; Flexible Benefits

Plans, Inc. \$7,897.93; Galls \$94.40; PAW \$653.86; Crystal Springs \$52.00; Verizon \$266.89; Provident \$332.32; Staples \$478.70; AT&T \$65.93. TOTAL: \$11,886.86.

**SEWER ACCOUNT:** PECO \$3,544.46; Oehlert Bros., Inc. \$84.16; Flexible Benefits Plans, Inc. \$4,852.48; M.J. Reider Associates, Inc. \$756.00; EEMA \$3,179.13; Baer Romain, LLP \$2,458.00; Action Data Services \$249.04; Crystal Springs \$7.25; Travelers Indemnity and Affiliates \$2,120.00; PA One Call System, Inc. \$11.52; PAW \$179.31; AT&T \$39.49; Verizon \$162.88; Buckman's Inc. \$397.60; Provident \$28.89; J.C. Ehrlich Co., Inc \$50.71; A.J. Blosenski, Inc. \$525.00; Mowrey-Latshaw \$53.48. TOTAL: \$18,699.40.

**STREET LIGHTING FUND:** PECO \$4,757.45. TOTAL: \$4,757.45.

**BUILDING & PROPERTY FUND:** Lloyd O. Watts \$50.00; Crystal Springs \$5.79; Staples \$100.86. TOTAL: \$156.65.

**PARK & RECREATION FUND:** Potty Queen \$160.00; PECO \$310.45. TOTAL: \$470.45.

**PLANNING, ZONING & HOUSING FUND:** Karasch & Associates \$410.25; Baer Romain, LLP \$2,197.75; Mauger & Meter \$572.00; Motley Associates, Inc. \$1,185.45. TOTAL: \$4,365.45.

**INSURANCE FUND:** Black/Laskey Group \$1,658.00. TOTAL: \$1,658.00.

**CRP CONSULTING FUND:** URDC \$2,391.48. TOTAL: \$2,391.48.

**CRP PHASE IV STREETScape FUND:** McCarthy Masonry & Concrete, Inc. \$36,512.64. TOTAL: \$36,512.64.

**ENGINEERING & CONSULTING FUND:** Motley Associates, Inc. \$468.00. TOTAL: \$468.00.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Burns seconded. Motion carried.

#### **ANNOUNCEMENTS:**

Mr. DiGuiseppe announced the following meetings are scheduled for October, 2013: **Sewer Committee,** Thursday, October 10, 2013, 6:30 p.m.; **Planning Commission,** Wednesday, October 16, 2013, 7:00 p.m., **Police Committee,** Thursday, October 17, 2013, 7:00 p.m.; **Finance & Ordinance Committee,** Wednesday, October 23, 2013, 6:30 p.m.

The next council meeting is scheduled for Monday, November 4<sup>th</sup>, 2013, 7:30 p.m.

#### **ADJOURNMENT:**

Mr. Burns motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Shaner seconded. Motion carried.

Respectfully submitted,  
Dennis Rittenhouse